

Appendix A – Special Conditions for Small Grant Agreement (defined term funding)

Special Conditions

1 Approved Service Providers

- 1.1 If You are not an Approved Service Provider when You enter into the Service Agreement You must take action to become an Approved Service Provider as soon as reasonably practicable after the first instalment of Funding is paid to You.
- 1.2 We will stop the Funding 6 months after the date the first instalment of Funding is paid to You if You do not become an Approved Service Provider within that time.
- 1.3 If We cease Funding under special condition 1.2 then this Agreement is terminated.

2 Your Services

- 2.1 You are required to implement the Standards for Community Services referred to in Part 2 of the *Community Services Act 2007*. Commencing 1 January 2011, you must comply with the Standards for Community Services.
- 2.2 You will use Your best endeavours to liaise and coordinate with other community organisations and government agencies within the service system in which Your organisation is operating and will provide the Services to the service users and target group in an effective way which provides the maximum potential overall benefit to service users and the target group.

3 Payment of Funding

- 3.1 The Chief Executive may withhold the Funding until You:
 - (a) submit any outstanding Performance Report and/or Financial Reports; and
 - (b) provide any Services due to be provided before the payment will be made.

4 Use of Unspent Funding

- 4.1 If at the End Date or termination of this Agreement there is any unspent Funding, We may:
 - (a) authorise You to retain the unspent Funding and, if We so authorise, to expend some or all of that Funding for an approved purpose;
 - (b) adjust a payment or instalment of the Funding to take account of the unspent Funding;
 - (c) agree to a carryover of unspent Funding from one reporting period to the next where the Funding is to be used for the same purpose and when agreed by Us in writing; or
 - (d) require You to refund the unspent Funding.

5 Increase in Funding

- 5.1 We may, in Our absolute discretion,
 - (a) increase Funding to You from time to time without a variation to the Service Agreement
 - (b) make an Indexation increase of the Funding to You from time to time, without a variation to the Agreement
- 5.2 For the purposes of this clause "Indexation" means a percentage increase of Funding as determined by Us

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